

**SAN BERNARDINO COUNTY  
WORKFORCE INVESTMENT BOARD  
GENERAL MEMBERSHIP MEETING  
AGENDA**

**Meeting Location:  
Kelly Space & Technology  
294 S. Leland Norton Way, S-3  
San Bernardino CA 92408  
Monday, January 7, 2008  
4:00 p.m.**

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**Conflict of Interest Advisement**

***WIB members please be advised:*** If an item on the meeting agenda relates to the provision of services by you, your immediate family, the entity you represent, or any person who has made \$250 in campaign contributions to you during the last 12 months, or if approval or disapproval of an agenda item would have a foreseeable material affect on an economic interest of you, your immediate family, or the entity you represent, ***then please follow these procedures:***

"When the agenda item is first introduced, please immediately announce that you are recusing yourself from participating in the agenda item, and then refrain from discussing, voting on, or otherwise influencing the WIB's consideration of the agenda item."

**Public Participation Advisement**

For members of the public, if you wish to address the WIB concerning any matter on the agenda, please fill out a speaker card located near the entrance to the room indicating your name and the item on which you would like to speak, and provide the card to our clerk, Stephanie Soto. When the agenda item is presented to the Board, you will be provided an opportunity to speak. If you wish to address the WIB on a matter that is not on the agenda but is within the WIB's jurisdiction, please fill out a card with your name and the nature of the matter, and an opportunity will be provided toward the end of the meeting for your comments. Due to time constraints, the chairperson may impose time limits on all speakers addressing the WIB.

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1. Call to Order/Pledge of Allegiance/WIB and Staff Introductions
2. **SPECIAL PRESENTATIONS/RECOGNITIONS**
3. Chairman's Update

**APPROVAL ITEM**

4. Approve Minutes of [November 5, 2007](#).

**CONSENT CALENDAR**

*The following consent items are expected to be routine and non-controversial and will be acted upon by the Board under **ACTION ON CONSENT CALENDAR - ITEM 7** unless the Board directs that an item be held for further discussion under **DEFERRED ITEMS - ITEM 8**. Persons wishing to address the consent items or have them held for further discussion, continued, or taken off calendar, should address the Board under **ACTION ON CONSENT CALENDAR - ITEM 7**.*

5. Appoint Carol Sittig to the Youth Council as the San Bernardino County Department of Children Services designee.
6. Approve Program Year 2007-08 Plan Modifications to the San Bernardino County Local Workforce Investment Area Strategic Plan, and direct staff to submit The Plan to the County Board of Supervisors for final approval.

### **DISCUSSION CALENDAR**

7. Action on Consent Calendar
8. Deferred Items
9. Approve amendment to the Workforce Investment Board and Youth Council Bylaws.

### **COMMITTEE REPORTS**

10. Fiscal Committee – John Gibson, Chairman
11. Business Initiatives Ad-Hoc Committee, Phil Cothran, Chairman
12. Youth Council – Curt Hagman, Chairman
13. Contracts/Performance/Policy/Procedures Committee – Bob Lemley, Chairman
14. Economic Development Committee – John Lewis, Chairman

### **COUNTY REPORT**

### **PUBLIC COMMENTS**

17. **ADJOURNMENT** -- The next WIB General Membership Meeting will be held on **Monday, February 4, 2008 at 4:00 p.m.**, at 215 N. D Street, Suite 201, San Bernardino, CA 92415-0041.

### **Accessibility Notice**

The Workforce Investment Board meeting facility is accessible to persons with disabilities. If assistive listening devices or other auxiliary aids or services are needed in order to participate in the public meeting, requests should be made through the Staff Aide at least three (3) business days prior to the Board meeting. The Staff Aide's telephone number is (909) 387-9886 and the office is located at 215 N. D Street, Suite 301, San Bernardino, CA. California Relay Service 711.

**This WIA Title-I financially assisted program or activity is an equal opportunity employer/program.  
Auxiliary aids and services are available upon request to individuals with disabilities.**

**San Bernardino County  
Workforce Investment Board  
Agenda Item**

**MEETING DATE:** January 7, 2008

**ITEM:** #5

**SUBJECT:** Youth Council Appointment

**PRESENTED BY:** Curt Hagman, Youth Council Chairman

**CONSENT**   X  

**DISCUSSION** \_\_\_\_\_

**INFORMATION** \_\_\_\_\_

**RECOMMENDATION:** Appoint Carol Sittig to the Youth Council as the San Bernardino County Department of Children Services designee.

**Appointee Information:** Name: Carol Sittig  
YC Position: Department of Children Services Designee  
Address: 412 W. Hospitality Lane  
San Bernardino CA 92415-0913

**Replaces:** Joyce Jones

**Date Posted or Expired:** 11/5/07

**Term of Appointment:** Unexpired Term ending 1/31/2008

*WIB Action:* \_\_\_\_\_

**MOTION:** \_\_\_\_\_

**SECOND:** \_\_\_\_\_

**AYES:** \_\_\_\_\_ **NOES:** \_\_\_\_\_

**DATE** January 7, 2008 **ITEM** #5

**San Bernardino County  
Workforce Investment Board  
Agenda Item**

**MEETING DATE:** January 7, 2008

**ITEM:** 6

**SUBJECT:** Local Workforce Investment Area Local Plan Modification for Program Year 2007-2008

**PRESENTED BY:** Sandy Harmsen, Department of Workforce Development

**CONSENT**   X   **ACTION**        **INFORMATION**       

**RECOMMENDATION:** Approve Program Year 2007-08 Plan Modifications to the San Bernardino County Local Workforce Investment Area Strategic Plan, and direct staff to submit The Plan to the County Board of Supervisors for final approval.

**BACKGROUND:** The Workforce Investment Act (WIA Section 118) mandates that each WIA Service Delivery Area develop a Strategic Five-Year Local Workforce Investment Plan. Title 20 CFR Part 661.355 requires the Governor of California to establish procedures governing the modification of local plans. Therefore, the State requires Local Workforce Investment Areas to submit Plan Modifications annually. Areas in which the Governor may require plan modifications include:

- Significant changes in the local economy
- Changes in the financing available to support WIA Title I and partner-provided WIA services
- Changes to the LWIB structure, or
- A need to revise strategies to meet performance goals or to conform with Senate Bill 293

The Program Year 2007-08 Plan Modifications to the San Bernardino County Local Workforce Investment Area Strategic Plan were reviewed at the LWIB November 5th General Meeting and approved for release for public comment beginning November 6th. The Plan was made available for public review on the Local Workforce Investment Board's web-site, at the DWD administrative office and at the two Business and three Employment Resources Centers. There were no comments received during the thirty-day period.

Approval of this item will allow staff to forward the WIA Strategic Plan to the County Board of Supervisors for approval.

**REVIEWED BY OTHERS:** The Plan was approved as to its legal form by County Counsel on December 20, 2007.

**ATTACHMENTS:**

1. [Strategic Five-Year Local Workforce Investment Plan \(Modified November 5, 2007\)](#)

WIB ACTION: \_\_\_\_\_

MOTION: \_\_\_\_\_

SECOND: \_\_\_\_\_

AYES: \_\_\_\_\_ NOES: \_\_\_\_\_

DATE January 7, 2008 ITEM 6

**San Bernardino County  
Workforce Investment Board  
Agenda Item**

**MEETING DATE:** January 7, 2008

**ITEM:** 9

**SUBJECT:** Amendment to WIB and Youth Council Bylaws

**PRESENTED BY:** Sandy Harmsen, Interim Director, Department of Workforce Development

**CONSENT** \_\_\_\_ **DISCUSSION** **X** **INFORMATION** \_\_\_\_

**RECOMMENDATION:** Approve amendment to the Workforce Investment Board and Youth Council Bylaws.

**BACKGROUND:** Recommended changes to the WIB/YC Bylaws were presented to the WIB General Membership at the October 2, 2006 meeting for review and discussion. At that time the WIB requested that the Executive Committee review Article VI regarding quorum issues and forward the Executive Committee's recommendations for changes to the full WIB General Membership.

**ATTACHMENTS:**

1. [Amendment to WIB and Youth Council Bylaws](#)

**WIB Action:** \_\_\_\_\_

**MOTION:** \_\_\_\_\_

**SECOND:** \_\_\_\_\_

**AYES:** \_\_\_\_\_ **NOES:** \_\_\_\_\_

**DATE** January 7, 2008 **ITEM** #9